



**TWO
RIVERS**
WISCONSIN

PERSONNEL AND FINANCE COMMITTEE MEETING

Tuesday, July 01, 2025 at 8:00 AM

Committee Room - City Hall, 3rd Floor
1717 E. Park Street, Two Rivers, WI 54241

MINUTES

1. CALL TO ORDER

The meeting was called to order by Committee Chairman Bittner at 8:05 am.

2. ROLL CALL

Personnel & Finance Committee Members present were Mark Bittner (by phone), Bonnie Shimulunas, and Adam Wachowski. Members of City Staff present were Gregory Buckley, City Manager and Kassie Paider, Finance Director.

3. MAY OVERTIME REPORT

The May Overtime Report was reviewed. Overall overtime expenditures are at 46.4% of budget year-to-date, while 41.67% of the fiscal year has elapsed. The Police Department is driving the overage, currently at 82.1% of budget.

4. GENERAL FUND STATUS YEAR-TO-DATE

The General Fund report was reviewed. Overall expenses are at 41.3% of budget.

5. DISCUSS POSSIBLE AMENDMENTS TO GENERAL FUND BUDGET, PERTAINING TO FUNDING FOR BUILDING INSPECTOR POSITION

City Manager Buckley discussed a possible amendment to the budget to fund a full-time Building Inspector position. There was general support for the change, with additional details to be provided at the next meeting.

6. DISCUSS POSSIBLE AMENDMENTS TO CAPITAL PROJECTS FUNDS BUDGETS

Currently, paving expenditures are over budget by approximately \$144,000. This overage should be able to be covered with ARPA funds. A request has been made to the County to amend contracts to allow unspent portions of previous projects to be applied toward the current 2024–2025 Scattered Lateral Replacement Project.

7. DISCUSS POSSIBLE AMENDMENTS TO PERSONNEL POLICY

City Manager Buckley discussed refining the Residency Requirement policy and reviewing which positions qualify as emergency response personnel.

8. CONSIDER SETTING DATE AND TIME FOR NEXT COMMITTEE MEETING

The next meeting is scheduled for Thursday, July 10, 2025, at 8:00 am

9. ADJOURNMENT

Motion was made by Shimulunas, seconded by Bittner, to adjourn meeting at 9:02 am. Motion carried.

Respectfully Submitted,

Kassie Paider, Finance Director